



SKYPE 4 BUSINESS (S4B) TIPS

TIPS FOR OPTIMIZING S4B REMOTELY

These steps provide a better S4B experience, please be aware that the internet connection and local network in your home can significantly impact the overall quality of S4B calls.

- Use a headset for better sound and voice quality rather than the PC mic and speakers.
- Do not use your camera/video for S4B meetings, unless absolutely needed, video requires higher resolution and bandwidth.
- Minimize screen sharing, forward documents to participants ahead of time to follow along.
- Minimize all network audio and video streaming from all devices in your home while making SKYPE calls. Particularly high data consumers like gaming systems.
- Before making or taking S4B calls or joining SKYPE meetings, disconnect from the VPN (if possible), as the VPN connection can exacerbate call quality issues.
 - *Do not disconnect from the VPN during the call this will disconnect your call and you will have to reconnect.*
- If possible, connect directly to your home Wi-Fi router via an Ethernet cable.
- When quality is poor, but you need to view online content (i.e. screen sharing), mute your speakers and microphone and utilize the SKYPE dial-in number (if available) on your mobile or home phone.